

VA Puget Sound Health Care System

Police & Security



American Lake & Seattle Division

INTRODUCTION

W e l c o m e

Welcome to the Puget Sound Health Care System.

Your Police Department wants each of you to know that we take your safety seriously.

This booklet has been designated to provide information which we feel will be useful to you while visiting or are employed by VA Puget Sound.

Please take a few moments to read this booklet, keep it handy. If you have any question please call us at 6-3113 (Seattle) or 7-6757 (American Lake).



American Lake



Seattle

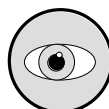


s e r v i c e s

S e r v i c e s

In addition to first responder police support, VA Police provide services at VA Puget Sound as indicated below:

- Parking and Ride Sharing information, Carpool Permits and Vehicle Registration
- Escorts
- Emergency Door Unlocks
- Motorist Assists
- Traffic and Crowd Control
- Crime Prevention Services
- Communication and Dispatch Services
- Investigation



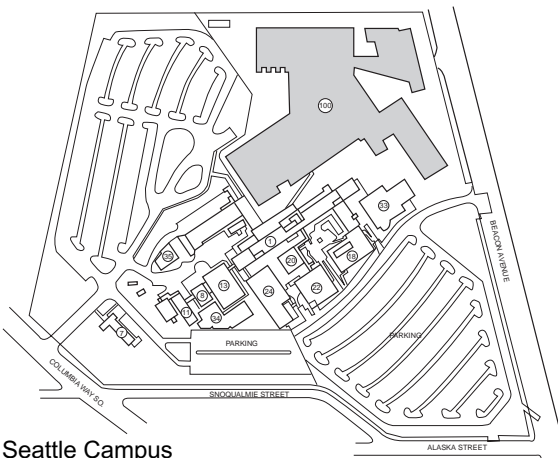
p a r k i n g

Parking

Both divisions experience a high volume of traffic, therefore parking can be difficult. All parking spaces are clearly posted and marked so that employees know where they can park. Employees must park only in designated "Public" or "Employee" spaces, or in posted handicapped spaces if the proper state issued handicapped placard or plates are displayed.



American Lake Campus



Seattle Campus





Carpool Parking

carpool parking

Carpooling provides an excellent solution to employee parking needs. A carpool consists of two or more employees arriving together atleast three days a week. All riders must register as a group at either division.

To join a carpool, contact the Police Office at extension 7-6757, Building 17B, Room 208 (American Lake), or extension 6-3113, Building 100-1A-103 (Seattle).

vehicle registration

Vehicle Registration

VA Puget Sound employees must register their vehicles within the 1st week of employment. Vehicles can be registered at either division. To register, you must provide the following:

- a. Current and Valid Drivers License
- b. Vehicle Registration
- c. Current Proof of Insurance
(Motorcycles are not required to carry insurance)

The Days and times are as follows:

A m e r i c a n L a k e
Monday, Wednesday, and Friday
Building 17B, Room 208, 0800-1600

S e a t t l e
Tuesday and Thursday
Building 100-1A-103, 0800-1500

d e c a l s

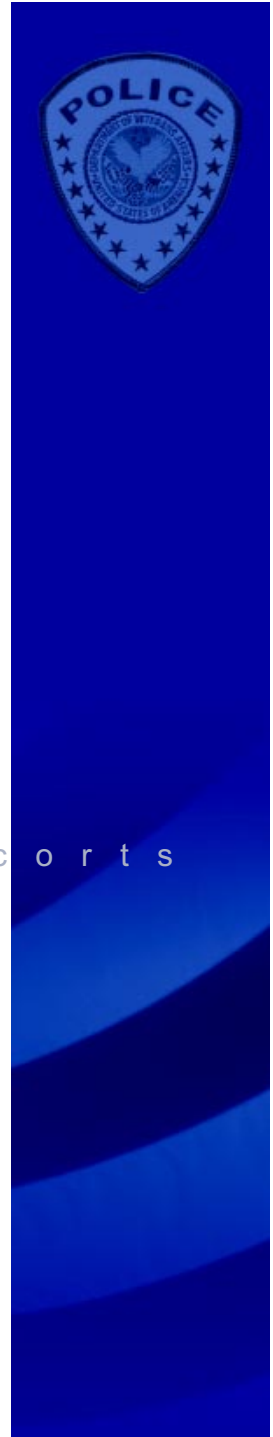
Decals

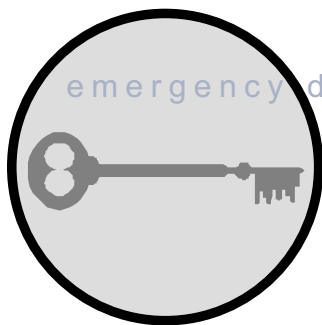
Issued decals must be displayed in the rear window as required. For trucks with removable tops/shells, two decals are issued – one for the rear window of the vehicle and one for the top/shell.



E s c o r t s e s c o r t s

Employees who desire a police escort to their vehicle may contact an officer for assistance by calling the police office at extension 6-3113 (Seattle) or 7-6757 (American Lake), or the operator at either division.





Emergency Door Unlocks

VA Police will provide emergency door unlocks for VA Puget Sound Staff, provided the requesting employee is authorized to enter the area. Requesters must show VA identification to gain entry.

Motorist Assist

As a courtesy, VA Police will assist motorists in unlocking their vehicles or providing a battery start if needed.

motorist assist





i n v e s t i g a t i o n s

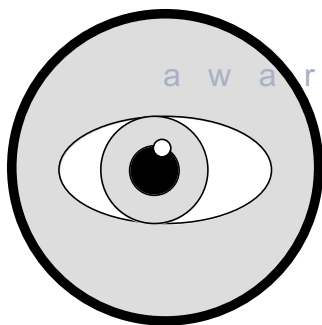
Investigations

Your VA Police conduct preliminary investigations, arrest offenders and expeditiously transfer offenders to appropriate law enforcement agencies. In addition, they provide control and direction during fire, storm, or other disaster, they take part in Traffic Control, and are part of the Emergency Preparedness Team for VA Puget Sound.

Crime Prevention

The primary purpose of crime prevention is to eliminate or reduce crime. To achieve this all employees must work together to prevent crime and maintain a safe environment. VA Puget Sound Police Officers encourage involvement from staff, patients, and visitors in reporting crime, suspicious activities or people.





A w a r e n e s s

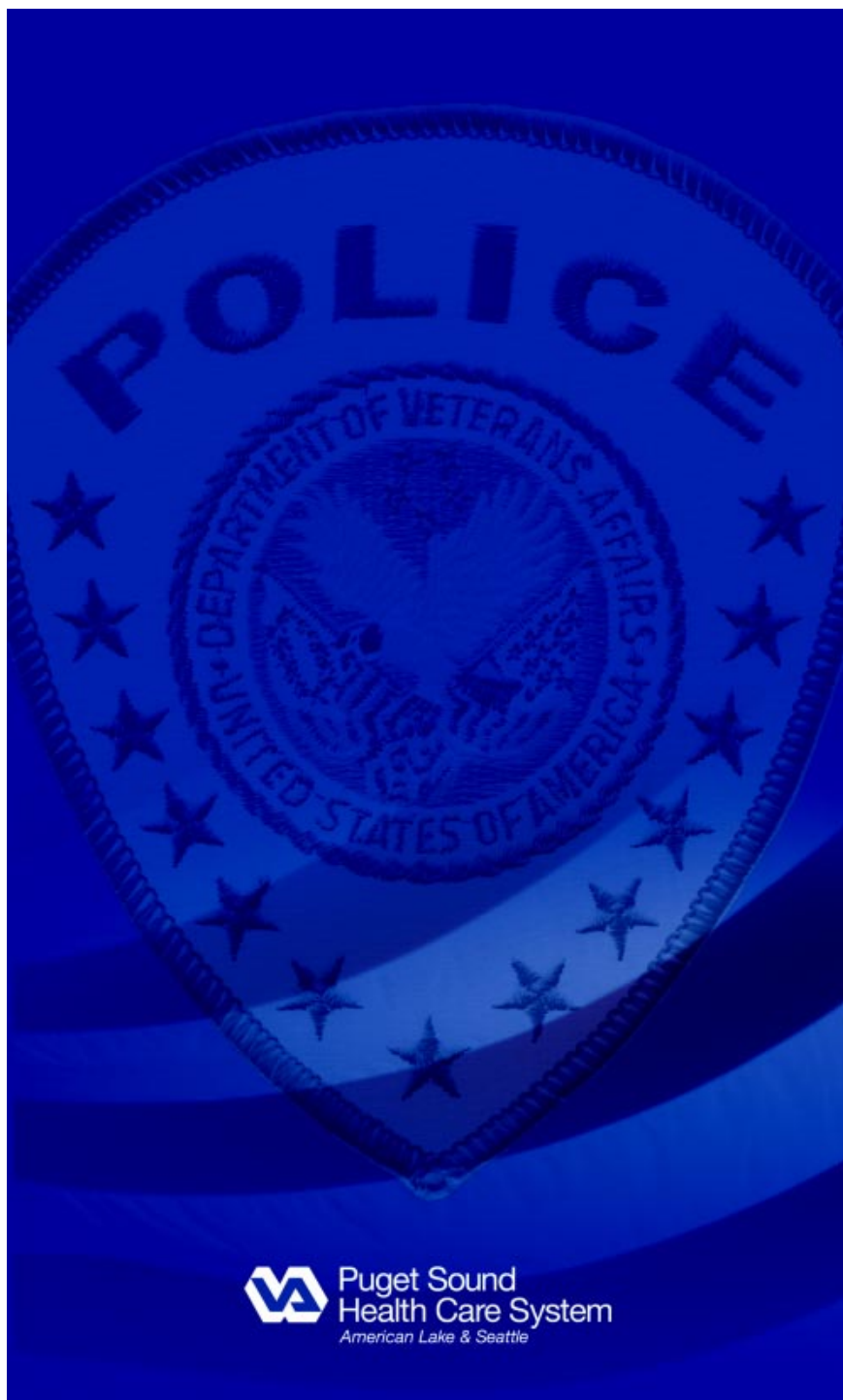
You can help by assuming responsibility for your safety and the security of your personal belongings, by trying the following:

- At night, avoid unlighted areas
- Travel in pairs or groups to parking areas or use a police escort
- Always lock your vehicle and keep valuables out of sight
- Store valuables in a secured area
- Lock your office when leaving it unattended
- Report suspicious persons or activities immediately
- Report threatening or suspicious telephone calls

Remember in an **EMERGENCY...**



DIAL “911”



Puget Sound
Health Care System
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